

PROGRAM TECHNICIAN III
JOB ANALYSIS
BACKGROUND INFORMATION

Date of Study: December 1999

Collective Bargaining Identification: R04

Job Analysis Conducted By: Pam Clements, Associate Personnel Analyst

Number of Incumbents: Per Department of Corrections Filled/Vacant Position Report dated May 31, 2001 there are two incumbents in this classification.
Note - at the time this job analysis was conducted the Filled/Vacant Position Report was not available.

Subject Matter Expert(s):

Penny Snider Supervising Program Technician

Kathy Moore Correctional Case Records Manager

INFORMATION GATHERING
PROGRAM TECHNICIAN III

The tasks and knowledge, skills, and abilities statements for this job analysis were developed by:

- consulting with the Subject Matter Experts and
- the State Personnel Board's class specification.